

**CHESAPEAKE CITY  
Planning & Zoning  
Minutes for  
October 3, 2007**

Harry Sampson  
Mary Lynn Huberty  
Tom Wheeler  
Frank Hill, Chair  
Lee Hutton  
Bill Miners  
Rich Taylor  
Gerry Robertson, Town Administrator  
Cristal Jordan, Clerk/Treasurer  
Bill Wilkers, Planning & Zoning Inspector

Frank Hill brought the meeting to order at 6:35pm.

**Approval of the minutes from September 5, 2007**

Mary Lynn Huberty made the motion to accept the minutes from September 5, 2007 Planning & Zoning meeting with the corrections made on item number 4 and item number 5. Bill Miners 2<sup>nd</sup>.

**Vote**                      **Aye – All in favor**  
                                 **Nay – 0**  
                                 **Motion carried.**

**Staff Reports**

Bill Wilkers -            Planning & Zoning Inspector  
                                 Report attached  
Gerry Robertson, Town Administrator  
                                 Report attached

**TABLED ITEMS**

1. **100 George St.** – Removal of existing 6x6 wall.  
Installation of Diamond Pro retaining wall & patio.  
**Received plot plan from Trent Dicks. Still on hold**  
**Mr. Dicks wants to go to the Appeals Board.**
2. **105 George St.** – Remove chain link fence and install  
aluminum wrought iron & 3 stone pillars. Installation of side  
patio with seat wall.

Tom Wheeler made the motion to approve the fence only, under the condition that the pillars and seat wall is dropped off of the application and planning & zoning receives the letter from the Corp of Engineers regarding the fence because it's on Corp property before any work is to begin. Harry Sampson 2<sup>nd</sup>.

Vote           Aye – All in favor  
                  Nay – 0  
                  Motion carried.

### **ACTION ITEMS**

**1. 317 George Street** – Auxiliary Apt. over the garage. Mary Lynn Huberty made the motion the Town of Chesapeake City asses the last quarter water bill and start charging quarterly water bills to 317 George Street starting July 1<sup>st</sup> of 2007. Harry Sampson 2<sup>nd</sup>.

Vote           Aye – All in favor  
                  Nay - 0  
                  Motion Carried.

**2.109 Bohemia Ave.** – Place 8 x 10 garden shed at rear of building.  
Tom Wheeler made the motion to accept the application as stated. Harry Sampson 2<sup>nd</sup>.

Vote           Aye – All in favor  
                  Nay – 0  
                  Motion carried.

**3. 414 Cecil St.** – Place 12 x 16 moveable shed.  
Harry Sampson made the motion to approve the application as is. Mary Lynn Huberty 2<sup>nd</sup>.

Vote           Aye – All in favor  
                  Nay – 0  
                  Motion carried.

**4. 313 Bohemia Ave.** – Install wooden step on side of front porch to match step on side porch. Install soffits on existing shed. Remove existing tin roof, replace with aluminum

standing seam roof. Remove old chimney to roof line and re-brick holding brick to code height.

**Harry Sampson made the motion to approve the application for the single step and provide Town Hall with the License and Insurance Certificate of the Contractor before the maintenance starts on the chimney. Planning & Zoning only addressed these two issues, the other items on the application for property owner Bonnie Shiles are maintenance. Bill Miners 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
                     **Nay – 0**  
                     **Motion carried.**

**5. 305 Biddle St. – Renovate existing first floor bathroom. Bill Miners made the motion to approve the application as submitted. Tom Wheeler 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
                     **Nay – 0**  
                     **Recluse – Lee Hutton**  
                     **Motion carried.**

**6. Bridgepoint Townhomes – Waiver request for intermittent stream buffer encroachment.**

**Harry Sampson made the motion to deny this application. Tom Wheeler 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
                     **Nay – 0**  
                     **Motion carried.**

**Bill Miners made the motion to submit a recommendation letter to the Appeals Board to grant a waiver for the stream buffer. Lee Hutton 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
                     **Nay – 0**  
                     **Motion carried.**

**7. Bridgepoint Townhomes – Variance request for minimum lot size requirements.**

**Tom Wheeler made the motion to deny the application. Mary Lynn 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
**Nay – 0**  
**Motion carried.**

**Bill Miners made the motion to submit a recommendation letter to the Appeals Board to grant a variance. Rich Taylor 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
**Nay – 0**  
**Motion carried.**

**8. 2525 Augustine Herman Highway – Library sign.**  
**Lee Hutton made the motion to approve a temporary sign for the Library for 90 days only, the sign can be double sided and it cannot be posted on the roof. Tom Wheeler 2<sup>nd</sup>.**

**Vote**            **Aye – All in favor**  
**Nay – 0**  
**Motion carried.**

**9. 2525 Augustine Herman Highway – Four signs; 2 rooftops, 2 grand opening banners, one open sign, one metal sign.**

**Mary Lynn Huberty made a motion to deny the 2 rooftop signs Maria's and Serenity. Bill Miners 2<sup>nd</sup>.**

**Vote**            **Aye – All in Favor**  
**Nay - 0**  
**Motion carried.**

**Bill Miners made the motion to make a recommendation to the Appeals Board for a Special exception to approve 4 roof top signs: Maria's Pizza, Serenity Spa, Library, and Lazer Hut. Property owner Dean Geracimos is required to provide all sizes, locations and designs of signs to be submitted to the Planning & Zoning Commission before the recommendation is made. Tom Wheeler 2<sup>nd</sup>.**

**Vote**            **Aye – Harry Sampson, Mary Lynn Huberty, Tom Wheeler, Bill Miners, Rich Taylor**

Nay – Lee Hutton  
Motion carried.

Tom Wheeler made the motion to approve 2 Grand opening banners for 14 days. For Maria's and the Library. Bill Miners 2<sup>nd</sup>.

Vote        Aye – All in favor  
              Nay – 0  
              Motion carried.

Rich Taylor made the motion to approve the open sign for Maria's. Mary Lynn Huberty 2<sup>nd</sup>.

Vote        Aye – All in favor  
              Nay – 0  
              Motion carried.

Bill Miners made a motion to deny the permit for the Metal sign and require property owner Dean Geracimos to remove the sign in 10 days. October 22<sup>nd</sup> is the deadline for removal. Lee Hutton 2<sup>nd</sup>.

Vote        Aye – All in favor  
              Nay – 0  
              Motion carried.

10. 2525 Augustine Herman Highway – Four banner signs.

Tom Wheeler made the motion to deny the application for the banners. Mary Lynn Huberty 2<sup>nd</sup>.

Vote        Aye – All in favor  
              Nay – 0  
              Motion carried.

Note:        C & D Canal House - 208 Bank Street did not have an application submitted in time for this meeting. Chris Castagna requested a special meeting to be held on October the 24<sup>th</sup> 2007.  
              For all matters regarding the C & D Canal House.

Adjourn    Lee Hutton made the motion to adjourn. Bill Miners 2<sup>nd</sup>.

**Aye – All in favor**  
**Nay - 0**  
**Motion carried.**